

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, September 17, 2014  
First Floor Conference Room  
Monroe City Hall**

Chairperson Shaun McGowan called the meeting to order at 7:46 a.m.

## **1. Roll Call**

Present: Chairperson Shaun McGowan, Mayor Robert Clark (arrived at 7:47 a.m.),  
Kimberle Daniels, Scott Goocher, Les Lukacs, Steve Pipis, Jodie Stevens (arrived  
at 7:49 a.m.), Tom Stewart, Anthony Trujillo, Cheri Weakly  
Unexcused: Chris Bica  
Staff: Paula Stanifer, Dan Swallow, Michelle LaVoy  
Guest: Frank Grzywacki

## **2. Consent Agenda**

- A. Approval of September Agenda
- B. Approval of Minutes of August 20, 2014 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Mr. Pipis, seconded by Ms. Weakly to approve the Consent Agenda.

*Motion carried unanimously.*

## **3. 2014-2015 Work Program**

### **A. Committee Project Status Reports**

- 1. Design Committee – Jodie Stevens  
Fall decorating will be October 11, 2014. We will meet at the pavilion. Dan will call DPS for the pickup truck.
- 2. Promotions Committee – Mary Gail Beneteau  
Movie Night was cancelled due to high winds.  
Tree Lighting is November 22 following the parade.
- 3. Development Committee – Jim Jacobs  
Jim Jacobs is the new chair.  
Development is working on a contractor to clear snow on curb line. There is a suggestion to have nighttime parking restrictions from 2-6 a.m. from December to March. The contractor would be available to do individual sidewalks as well as enforcement.  
Dan is working on an ordinance change to shorten the compliance time for businesses to clear their sidewalks.

Cheri asked about moving the snow to the center. Dan responded that traffic is too high and not enough roadway.

The last MBAT program will be held October 14, 2014.

4. Façade Grant Committee – Steve Pipis

Paula gave updates on façade status.

54 S. Monroe – new windows are in.

111 E. First – windows and trim have been painted.

36 W. Front – building has been painted. Front still needs attention.

29 E. Front – work will begin the end of September.

12-16 W. Front – Frank presented drawings and described changes that were made to his façade. He stated the façade work would be completed close to September 30, 2014.

Motion by Mr. Pipis, seconded by Ms. Stevens, to approve changes as described by Frank Grzywacki at 12-16 West Front street.

***Motion carried unanimously.***

**B. DDA Office Report**

Paula asked the board members to amend the budget to include the purchase of 16 snowflakes for Downtown Monroe for Christmas Decorations. The money was in the budget last year from the Promotions Committee and Design Committee and was not used.

Motion by Ms. Stevens, second by Mayor Clark, to amend the budget to spend up to \$10,000 for snowflakes and new lights for the big tree.

***Motion carried unanimously.***

**4. Other Business**

**A. Crowdfunding**

Dan explained Crowdfunding – online donations for community projects. Eg: Christmas decorations, alleys, microbrewery, art, etc.

It was the consensus of the board that a new committee forms to prioritize Crowdfunding projects. Some suggestions included art in the alley between First/Front behind Book Nook, and behind the RRCA.

Committee members include Jodie, Dan, Tony, Les, and Paula.

Mayor Clark reported that there has been no direct answer yet on the Monroe Street restriping. Dan indicated that MDOT does not want to make a decision yet. Mayor Clark/Dan will send a letter requesting an answer.

**5. Communication**

**6. Adjournment**

A motion to adjourn was made by Ms. Stevens, supported by Mr. Pipis at 8:47 a.m.

***Motion carried unanimously***